

**(UNOFFICIAL) MINUTES OF MEETING OF THE  
KANSAS HISPANIC & LATINO AMERICAN AFFAIRS COMMISSION  
May 11, 2012**

The Kansas Hispanic and Latino American Affairs Commission met in regular session on May 11<sup>th</sup>, 2012 in the Landon Building, 2<sup>nd</sup> floor in the Conference Room of the State Treasurer's office, 900 S.W. Jackson, Suite 100, Topeka, Ks 66612.

Commission Chairman DeLeon called the meeting to order at 11:11 a.m.  
Roll Call was then called by Chairman DeLeon.

Commissioners Present:	Robert DeLeon (Chairman)	Diana Ramirez (Vice-Chair)
	Ben Saucedo (Secretary)	Elizabeth Sosa (Liz)
	Thomas Carignan (Tom)	Lucila Corley (Lucy)

Commissioners Not Present: Maria C. Ysaac-Belmares

Staff Present:	Adrienne Foster (Executive Director)
	Halee Lindstrom (Governor's Office)

Others Present: Liz Barranco

MOTION: APPROVAL OF THE MINUTES FROM FEBRUARY 10<sup>TH</sup>, 2012 WAS MADE BY COMMISSIONER CARIGNAN, AND SECONDED BY COMMISSIONER SOSA. IT WAS APPROVED 6-0.

Executive Director Foster introduced Corey Mohn from the Kansas Center of Entrepreneurship. He addressed the Commission concerning ideas for small businesses across the state. Such concerns included:

- Businesses having trouble finding resources
- Focus is rural areas
- Hispanic EDC can get information out to the population
- Restricted on marketing funds
- How do we plug in in Topeka, Lawrence, & Kansas City
- State wide awareness
- Many referrals from Kansas City and Wichita
- Partner with chamber of commerce all over state (option)
- Our commission is supposed to provide resources, gather those wanting to expand their business

Brief discussion on tax clearance

- Confidentiality paper
- Previous administration did not require tax clearance
- Now it is required for yourself and any businesses
- Need application and updated resume submitted to the office

- File an oath of office, after commission of appointment paperwork is finished- done with secretary of state's office. Commissioners should sign within hours of appointment.
- Confirmation: Commissioner Corley signed the oath of office and paper work; confirm chair has paperwork for all commissioners. Executive Director Foster stated that we were missing Commissioner's Ysaac-Belmares for it was still in her notebook.
- Does Governor's office require tax clearance each year or upon appointment? Ms. Lindstrom stated it was upon appointment but the policy was not yet in place.

In New Business, Commissioner Ramirez asked that we add discussion of the KHLAAC attendance policy. Commissioner Corley asked that we add discussion of the documentation of commissioners. It was approved by the Chair.

- Create attendance in the bylaws
- Only 4 meetings- attendance should be required. Possible lack of clarity. Immediate action is needed. Does not agree with conference call option.
- Those who travel for business purposes should be excused.
- Location is designated and time.
- Need to amend bylaws, define attendance, as long as you are at ¾ meetings
- Dates were discussed in advance
- Present in person during the time the meeting begins and accept excused absence but still participate via phone.

Commissioner Saucedo introduced a suggested change to KHLAAC by-laws; ARTICLE III SECTION 7, which states:

- (a) Commssion members will be considered in attendance at meetings if present in person, by phone, teleconference, or other electronic media that allows two-way, interactive communication.
- (b) Any KHLAAC commissioner who is absent for three (3) consecutive meetings or for 50% of such meetings during a fiscal calendar year without approved prior notification to the Chair shall be deemed to have resigned from the Commission, effective immediately.
- (c) Any KHLAAC commissioner who is unable to attend in person can participate as part of the Kansas Open Meetings Act, but are considered absent, and cannot vote in KHLAAC business.
- (d) One conference via electronic media may count toward one attendance for a regular meeting.

- Must be deemed excused by chair person
- Add at the designated location
- Phones are unsafe for meetings business
- Proper deeming of excused absence is needed

- One teleconference may count toward regular meeting
- Needs to be physically in person at designated location
- Wants on record: spent 30 minutes talking about something they feel they should not have to talk about.
- Tabled until next meeting because of lack of advanced notice
- Everyone voted to be tabled until next meeting
- Live meeting will be used to have Commission Meeting to discuss issue – it was proposed to have a meeting from 30 days from now: June 15 3pm-3:30pm to change bylaws 6-0

MOTION: APPROVE THIS LANGUAGE WAS MADE BY COMMISSIONER SAUCEDA, AND SECONDED BY COMMISSIONER RAMIREZ. IT PASSED 6-0.

MOTION: MADE BY COMMISSIONER SAUCEDA TO TABLE THIS ITEM UNTIL 30 DAYS HAD PASSED TO CONSIDER CHANGES TO OUR KHLAAC BYLAWS. COMMISSIONER RAMIREZ SECONDED, AND IT WAS APPROVED 6-0.

MOTION: AN EXECUTIVE MEETING, VIA LIVE MEETING, WAS CALLED BY THE KHLAAC COMMISSIONERS SET FOR FRIDAY JUNE 15<sup>TH</sup> AT 3:00 P.M.. IT WAS INTRODUCED BY COMMISSIONER CARIGNAN, AND SECONDED BY COMMISSIONER CORLEY. IT PASSED 6-0.

Commissioner Saucedo introduced a suggested add to KHLAAC by-laws; ARTICLE III SECTION 11, which states:

All KHLAAC commissioners shall file their Tax Clearance (both personal and business of which you have ownership in), Oath of Office, Resume, Confidentiality Report, and Substantial Interests paperwork with 30 days of being appointed to the KHLAAC Board.

- Is able to be made part of bylaws
- Possible new administration cannot change if placed in bylaws
- Code of ethics and confidentiality through state statute
- Discussion of tax clearance and what should be filed as stated above

MOTION: APPROVE THIS LANGUAGE WAS MADE BY COMMISSIONER SAUCEDA, AND SECONDED BY COMMISSIONER RAMIREZ. IT PASSED 6-0.

Our meetings for Fiscal year 2013 were set and approved by the KHLAAC Commissioners. They are as follows:

September 14<sup>th</sup> – Kansas City, Ks

November 30<sup>th</sup> – Garden City, Ks

March 7<sup>th</sup> – 8<sup>th</sup> – Topeka, Ks (In conjunction with Hispanic Day on the Hill)

May 3<sup>rd</sup> – Salina, Ks

- Executive Director report: meetings stated above
- We will no longer pay for Commissioner's mileage but instead provide rental cars- it is more fiscally responsible
- Put on calendar Hispanic business forum with governor July 23<sup>rd</sup>

- Poverty conference in Wichita
- Task force on interpreter program- starting that afternoon at 2 via live meeting
- Kellogg foundation grant will be submitted late this month for 10 million: covers Wyandotte County, City of Olathe, and Kansas City, Missouri.
- US dept. of education approved wavier to move scores- would like names of contacts in education to help out with input
- Work on strategic plan, may need to be updated
- Liz Sosa was given award: business plan advisor of the year at Garden city high school volunteers (Y.E.K)
- Commissioner Corley says Consulate Prado has good presence in Salina. More than 300 people at the Health Fair. Consulate worked very hard.
- Commissioner Carignan was elected board to the Health Care Foundation in KC: which serves Allen, Lafayette, Jackson and other counties.
- Express has plenty of job opportunities
- Mexican consulate hosted art gallery on cinco de mayo about 75 people showed up
- The Commissioners wants to make sure the Spanish community knows the Governor and KHLAAC are there to help and support them

MOTION: A LIST OF TECHNICAL ADVISORS WAS DISTRIBUTED, AND A MOTION WAS MADE BY COMMISSIONER SOSA TO APPROVE THE TECHNICAL ADVISORS. COMMISSIONER CORLEY SECONDED THE MOTION. IT WAS APPROVED 6-0.

MOTION: A MOTION WAS MADE TO ADJOURN THE MEETING BY COMMISSIONER SAUCEDA, AND SECONDED BY COMMISSIONER SOSA AT 12:52.